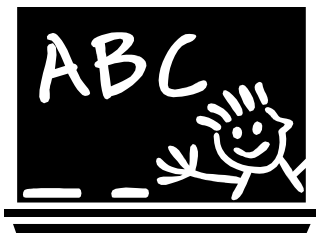


Where is Blackboard?



1. Go to <http://elearning.kctcs.edu>. Enter your **Username** and **Password**, then login.
2. **IGNORE!** If the screen reads: "There is a problem with this website's security certificate", disregard this warning.
3. Click on the 'X' next to the warning "Continue to this website not recommended", this will take you directly to Blackboard.



If you have further questions please call
the BGTC Library Help Desk:
Monday-Friday
(270) 901-1026

Library Staff:

Janice Gabbard,
Director of Library & Information Services
janice.gabbard@kctcs.edu

Cindy Gaffney, Librarian/Instructor
cindy.gaffney@kctcs.edu

Tomie Walters, Library Assistant
tomie.walters@kctcs.edu

Library Hours:

Monday & Tuesday: 8am— 7:30pm

Wednesday & Thursday: 8am—5:30pm

Friday: 8am—4pm

BGTC Library
1845 Loop Avenue
Building C, Room 28
Bowling Green KY, 42101

Bowling Green Technical College

Webmail, PeopleSoft, Blackboard



How Do I Find My:

- ? Email Password
- ? Blackboard
- ? Schedule
- ? Grades

I lost my Password!

KCTCS Webmail

1. You **must** have your student ID #. It can be found on your class schedule or given to you at Student Services in Building A.
2. Go to **<http://webmail.kctcs.edu>**.
3. Choose the **Password Reset** link.
4. Enter last name and Student ID #.
5. Create your new password.
6. Remember to write your User Name down. Your User Name is the first letter of your first name, complete last name, and a 4 digit number. Example: JDOE0012



Now you will be able to log on to computers on any BGTC campus, check your email, schedule & grades using your new password!

Where is my Schedule ?

PeopleSoft

1. Go to **<http://webmail.kctcs.edu>**
2. Click on the **Student Self-Service** link. This will take you to PeopleSoft.
3. Enter your **User Name** and **Password**.
4. Click on the **Sign In** button. Your schedule should appear on this page.



Where are my Grades?

PeopleSoft

1. Go to **<http://webmail.kctcs.edu>**.
2. Click on the **Student Self-Service** link. This will take you to PeopleSoft.
3. Enter your **User Name** and **Password**. Click sign in.
4. Click on grades or my grades to view your scores!

